

Maine's Informed Growth Act (P.L. 2007, Chapter 347)
Instructions for Payment of the Study Fee

Once a developer has a completed permit application from the municipality, the following steps occur:

1. The developer sends a copy of the completed permit application and a check for \$40,000 to:

Director of Operations
Maine State Planning Office
38 State House Station
Augusta ME 04333

The check should be payable to the Treasurer, State of Maine and indicate the municipality where the project is located and the project name.

2. Once the State Planning Office receives the check it will notify the municipality for their purposes of determining the development application complete.
3. The municipality signs a Memorandum of Understanding (MOU) with the State Planning Office.
4. The State Planning Office remits \$39,000 of the \$40,000 study fee to the municipality and provides a list of qualified consultants.
5. At the completion of the study, the municipality returns any unused portion of the \$39,000 to the developer.